

TRANSPORTATION PERFORMANCE AUDIT BOARD

Friday, December 3, 2004
1:30 p.m. - 4:00 p.m.
John A. Cherberg Bldg.
Conference Rooms A/B/C
Olympia, Washington

- Minutes -

The meeting was called to order by Chair Doug Hurley at approximately 1:45 p.m. Members present were: Ericksen, Haugen, Horn, Hurley, Noguchi, Ostrowski and Yates. Members absent were: Hegstrom, Perteet, Pyles and Romero.

1. Report of the Chair

- a. Minutes - The minutes of the November 5, 2004 TPAB meeting were approved.
- b. Treasurer's Report - Diane Schwickerath, LTC staff, presented the Treasurer's Report.

2. TPAB Summary Report on the Review of WSDOT Highways and Ferries Programs

This item was deferred to the December 17 TPAB Meeting.

3. Preliminary Report on DOL Performance Measure Review

Christine Veit, SMG/Columbia Consulting Group, provided members with SMG's preliminary report on DOL's Performance Measure Review, which consists of four parts: Volume 1 - Executive Summary and Recommendations; Volume 2 - Current Performance Measurement Practices; Volume 3 - Use of Performance Benchmarks in Other States; and Volume 4 - Evaluation of Performance Management and Measurement. She briefly outlined each volume, and explained that each contains the appendices to support its content.

Ms. Veit began her presentation by explaining the purpose and scope of their review. She then discussed SMG's methodology in performing this review, pointing out that DOL was very good to work with and forthcoming in providing all documentation the consultant requested. She indicated that overall, DOL has made great strides in developing performance management capabilities, however, more should be done to put all the pieces together into a coherent performance management system.

Linda Lewis, SMG/Columbia Consulting Group, discussed DOL's legislative/oversight reporting, performance measures and data, performance reporting, information technology, and performance benchmarking, as well as SMG's findings for each. She indicated that DOL is making significant progress in identifying performance measures and creating a performance management system, however, there are opportunities to improve. She stated that SMG found no reason to recommend a performance audit.

Ms. Veit and Ms. Lewis then discussed six recommendations suggested by SMG. In closing, they congratulated DOL on the work they have completed thus far, stating that they have made significant progress.

Senator Horn asked that SMG take a look at the data on the Legislative Evaluation & Accountability Program (LEAP) Committee website. Ms. Veit indicated they would do so.

4. Preliminary Report on WSP Performance Measure Review

Renè Ewing, Renè Ewing & Associates, provided members with their preliminary report on WSP's Performance Measure Review. She thanked the board for asking them to do this project and also stated that WSP went above and beyond their expectations in providing support and that WSP staff was very helpful.

Ms. Ewing began her presentation by explaining their approach and methodology. She then provided answers and brief explanations to the nine questions that were asked by TPAB in the scope of work for this review.

She then gave an overview of WSP's strengths, opportunities for improvement, and seven recommendations suggested by Renè Ewing & Associates. She indicated that a performance audit is not recommended at this time, stating that the WSP clearly represents a good example of how performance management is done. She did note, however, that the study suggests it would be a better use of limited state resources to use any performance audit funding to help subsidize much needed technology improvements to automate some of the manual processes used by WSP.

5. Other Business and Summarization of Decisions/Next Actions

The next TPAB meeting will be held on December 17, 2004 in the Puget Sound Regional Council Conference Room in Seattle.

The meeting was adjourned at 4:05 p.m.